

## International Shipping

International shipments of tangible items may require an export license from the Department of State or Commerce depending on the classification of the item, destination, and entity (e.g. research institute, company, university, individuals, etc.). All items have a classification of a USML Category, an ECCN or are designated EAR99. If you do not obtain the appropriate license (or other government approval), or incorrectly file export documentation or shipping documents, it may result in confiscation of the item(s), severe fines and other penalties.

The Export Controls Office is here to assist you with export compliance by obtaining licensing, using exemptions/exceptions, and ensuring that you correctly file export and shipping documentation.

### The Export Control Office will assist you by:

- Helping prepare your shipping documents
- Determine jurisdiction classification of your items:
  - 1) USML Cat./ECCN/EAR99
  - 2) **Schedule B** and HTS number
- Preparation and submission of export licenses with Department of State Department Commerce or OFAC
- Preparation and submission of Electronic Export Information (EEI)

Please be aware that the importation of ITAR-restricted defense articles and their associated technical data and software are controlled. A temporary or permanent import license or use of an exemption may be required to import these items.

**IMPORTANT:** When you are shipping an item internationally, you must consider the import regulations of the destination country. **The Bureau of Industry and Security has specific guidance for Hong Kong, Singapore and UAE.**

Please contact the **Export Controls Office** if you have questions or would like further guidance.